

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The general meeting of the Bigfork County Water and Sewer District was held on January 11, 2017 at the District office.

ATTENDEES:

Directors: Tom Cahill, Seth Price, Randall Phelps and Gene Helberg
District Employees: Julie Spencer and Vickie Hemphill
Engineering: Jeff Cicon P.E. and Jason Mercer, Marketing Director from Morrison Maierle
Other Attendees: Robert Millsbaugh from Flathead Lake Brewery

READ AND APPROVE MINUTES:

President Cahill opened the meeting at 7:00 p.m. The minutes of the December Board Meeting were reviewed for approval. Cahill called for questions or discussion. Hearing none, a vote was called. Price made a motion to approve, Helberg seconded and it was unanimously

RESOLVED, That the minutes for the December 2016 Board Meeting be approved as submitted.

AGENDA - ADDITIONS OR CHANGES

No changes were made to the agenda

CONSENT AGENDA

President Cahill called for discussion or questions about the consent agenda. The engineering report was pulled to discuss in Old Business. Cahill called for a motion to approve the rest. Phelps moved, Helberg seconded and it was unanimously

RESOLVED, That the Engineering Report be removed for discussion and all remaining items on the Consent Agenda meeting be approved.

PUBLIC COMMENT

No public comment.

OLD BUSINESS

Engineering update, Jeff Cicon

Cicon discussed House Bill 14 as it includes a program to help acquire grant monies for entities that did not receive other funding. The application deadline is March 15, 2017.

- *Water Tank & Transmission Line and Access Easement* –Easement documents are updated; Cicon, Julie and Andy plan to meet with the Pierce family prior to the next meeting.
- *Standpipe Supply Line and Lakeview Care Center main* – This project is finished and the retainage will be released upon receipt of insurance documentation.
- *Ramsfield Water Rights Wells 3 & 4* – No updates.
- *Sludge Farm Irrigation System* – The project is ready for bid and a pre-bid conference will be scheduled on February 6th at the District office followed by a site visit to look at the project.
- *Task Order #31, Sludge Farm Blowers and Electrical* – Cicon said he and Andy discussed downsizing the sludge farm blowers to 20 HP to keep electrical needs down. Helberg said the current, oversized blowers (18 years old) were purchased as a cushion for future growth if sludge

treatment needs increased. Cicon suggested it might be better to start with fewer, lower HP blowers with the ability to add additional blowers if /when that growth occurred. The electrical needs of the irrigation project were discussed and Cicon said their electrical engineer would look at the total electrical needs at the farm to enable a more informed decision. He presented Task Order #31 requesting Morrison Maierle to review electrical needs and blower sizes. Cahill called for a motion to approve. Helberg moved, Price seconded and it was unanimously

RESOLVED, That Task Order #31 for Morrison-Maierle to review the electrical needs and blowers on the Sludge Farm for \$12,200 be approved.

- *North & South Eagle Bend Lift Stations* – Most submittals are finished and a pre-construction conference will be held in January. This project will be ready to award at the next Board meeting and work could begin in late February, depending on the weather. There was discussion about the project.
- *Flathead Lake Brewery Pretreatment System* – The pumps are in but they are waiting for other equipment. They are planning to pump out the tanks to begin the internal work and hoping to do the electrical work in February.

NEW BUSINESS

Bigfork County Dock / Bay Lift Station – The county dock project was abandoned due to conflicts with neighbors Matter and Myers. There was discussion about the current access issues to the Bay lift station which will need to be addressed soon to ensure future access.

Water Rights – Abandon Unused Claims – Julie researched the old water rights on Bridge Street. Walter Kuhn, current property owner, believes the piping was removed during the construction of the cottages. There were no issues with abandonment and Julie produced abandonment docs for signature.

District Board Financial Training – Flathead County will be presenting Board Financial Training on February 28th at the Flathead County Offices at 2:00 p.m. and 6:00 p.m.

COMMITTEE REPORTS

Annexation, Main Extensions & Construction *Helberg & Cahill*
Eagle Bend Lift Station – Cahill will need to provide information to the Eagle Bend board regarding the Lift Station project and requested he be informed of all updates.

District Investments *Price & Phelps*
No Updates

Employee Insurance Compensation & Certification *Helberg & Keenan*
No Updates

Pretreatment Regulations *Cahill & Price*
No Updates

Budget & Rate Structure *Helberg & Phelps*
Cahill suggested that the FY 2018 Budget meetings begin in March after he returns. He requested that old infrastructure issues be addressed in the new budget. Phelps wants to see the actual fee based income and monthly expenses for budget planning. Cahill wants to see a 5-10 year plan for updating old infrastructure.

Rules & Regulations *Cahill & Price*
Still in progress

Farmland.....*Helberg, Cahill & Loudermilk*
Grain Storage, Irrigation, Blowers - discussed in old business

COMMUNICATIONS

None included

ADJOURNMENT

Cahill called for a motion to adjourn. Helberg moved, Price seconded and it was unanimously
RESOLVED that the public meeting be adjourned at 7:36 p.m.

Secretary, Vickie D. Hemphill

President, Tom Cahill